



BOARD OF SELECTMEN
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BOARD MEETING MINUTES

June 22, 2015

Selectmen Present: Nancy Carney, Chris Holman, Susan Silverman

Ms. Carney called the meeting to order at 7 p.m.

PRIMARY:

***** APPROVE MINUTES**

***** APPROVE MANIFESTS -** Ms. Silverman made a motion to approve the manifests. Mr. Holman seconded.
Ms. Carney - Yes, Mr. Holman - Yes, Ms. Silverman - Yes. Approved – 3-0

***** CONFERENCE CALL WITH AVITAR**

Re: Fairpoint abatement & attorney representation

At 8:10 p.m. Ms. Carney made a motion to go into non-public session under RSA 91-A:3 II(e). Mr. Holman seconded and the motion passed 3-0. Roll Call vote: Ms. Carney - Yes, Mr. Holman - Yes, Ms. Silverman - Yes.

At 8:25 p.m. Ms. Carney made a motion to leave non-public session. Ms. Silverman seconded and the motion passed 3-0. Roll Call vote: Ms. Carney - Yes, Mr. Holman - Yes, Ms. Silverman - Yes.

***** 7:15 MEET WITH GENE CUOMO - Cancelled**

***** CONSTRUCTION PERMIT**

Map 37, Lot 4 – Extension Request – Mr. Holman made a motion to approve the extension request for Map 37, Lot 4. Ms. Silverman seconded. Ms. Carney - Yes, Mr. Holman - Yes, Ms. Silverman - Yes. Approved – 3-0

Map 8, Lot 38 - Ms. Silverman made a motion to approve the permit for Map 8, Lot 38. Mr. Holman seconded. Ms. Carney - Yes, Mr. Holman - Yes, Ms. Silverman - Yes. Approved – 3-0

***** DISCUSS LETTER TO FERC**

Re: Requesting scoping meeting

Ms. Carney reviewed the letter that the Selectmen would be sending to the FERC regarding Kinder Morgan's proposed Northeast Energy Direct Project, Docket N.PF-14-22-000. Formally requesting that they schedule a pre-filing scoping meeting in Fitzwilliam to allow the Town's residents ample opportunity to express their views on the proposed natural gas pipeline.

The Selectmen signed the letter and asked that it be mailed to Norman Bay, Chairman of the FERC.

***** REVIEW LETTER FROM DES**

Re: Map 7, Lot 41

Ms. Carney reviewed the letter that was received from the DES regarding Map 7, Lot 41, stating that an inspection on June 10, 2015 by personnel from the DES was performed in response to a complaint received from neighbors relative to dredging (digging) in a wetland. During the inspection, DES found no violation of RSA 482-A, NH Wetlands Law and would close the file.

REVIEW BROWNFIELDS INFORMATION

Ms. Carney reviewed the information submitted by Sandra Gillis from JB Mack to assist the Selectmen in deciding a course of action for the former CR Bard property. JB Mack letter stated that mold is not regulated and the underground issue has been closed by the state and monitored by Concord Industries. JB Mack letter also indicated that the Town may not qualify because of mold. Ms. Carney would like time to review and ask questions. Ms. Carney shared that the concern was in the building and not underground. Ms. Carney doesn't want to do too much going forward to alert the property owners. Mr. Holman asked about the possibility of carcinogenic material in the building and is there any way to find out whether this is a concern. Ms. Carney suggested the possibility of obtaining this information from the previous owner prior to CR Bard.

REVIEW PRIME WETLAND PROPOSAL

Ms. Carney stated that Jeff Littleton would not be submitting a proposal as he couldn't meet the Wetland Scientist requirement. He tried to team up with one but was unsuccessful.

Ms. Carney stated that a proposal was received from Rick Van de Poll, Ph.D. of Ecosystem Management Consultants and that this was the only proposal received.

Ms. Silverman made a motion to accept the proposal from Rick Van de Poll of Ecosystem Management Consultants and award him the wetland project. Mr. Holman seconded. Ms. Carney - Yes, Mr. Holman - Yes, Ms. Silverman - Yes. Approved – 3-0

Ms. Silverman would like to schedule a meeting with Mr. Van de Poll to review the project.

Mr. Holman asked about the vernal pools and who was working with the Town of Peterborough. Ms. Silverman asked that Ms. Favreau call the Peterborough Selectmen's office and find out who they are working with. Mr. Holman thought that it was a Keene-based environmental company.

JUNKYARD RENEWAL APPLICATION

Ms. Carney reviewed the Junkyard Renewal Application from Bailey's Garage.

Mr. Holman made a motion to approve the Junkyard Renewal Application. Ms. Silverman seconded. Ms. Carney - Yes, Mr. Holman - Yes, Ms. Silverman - Yes. Approved – 3-0

REVIEW PROPERTY TAX PAYMENT AGREEMENT

Ms. Carney reviewed the Property Tax Payment Agreement for Map 36, Lot 13. A payment of \$75 per month would be made starting August 2015 to offset the property owners taxes.

Ms. Silverman made a motion to approve the Property Tax Payment Agreement for Map 36, Lot 13. Mr. Holman seconded. Ms. Carney - Yes, Mr. Holman - Yes, Ms. Silverman - Yes. Approved – 3-0

REVIEW QUITCLAIM DEED

Re: Map 21, Lot 35-01

Ms. Favreau talked with Betsy McNaughton at NH Fish and Game and received a copy of the Quitclaim Deed with their attorney's corrections. The additional language added was: "unreasonable" restrictions. Ms. Favreau stated that she did not forward to Attorney Hoppock.

Ms. Silverman made a motion to accept the Quitclaim Deed. Mr. Holman seconded. Ms. Carney - Yes, Mr. Holman - Yes, Ms. Silverman - Yes. Approved – 3-0

Ms. Favreau would find out what we need to do next.

The Selectmen would like to meet with the Boat ramp group before July 11th, as they may want to attend the Laurel Lake Association meeting.

SCHEDULE PUBLIC HEARING MOTOR VEHICLE ORDINANCE

Ms. Favreau reported that she received a complaint call today regarding Lower Troy Road. The Selectmen discussed changing the weight to 26,000 gross vehicle weight and Ms. Favreau confirmed that the ordinance is 26,001 or more gross vehicle weight. Ms. Carney thought that the sign would state no tru trucking and not list a weight. Ms. Favreau shared that Gene Cuomo said that we needed to reference the gross vehicle weight to 26,000 because if you don't add weight it is not

enforceable. Ms. Favreau also reported that the reference to RSA 259-60 is incorrect. Ms. Silverman wants confirmation from Chief Leonard DiSalvo and Mr. Cuomo.

Mr. Holman wants to look at weight limits and bonds on other projects coming up, i.e. quarry and pipeline projects, as this could affect other road weights. Mr. Holman said that Towns can set their own weight limits. Ms. Carney suggested the need to get clarification and that the Planning Board could get information from other Towns.

Ms. Silverman stated that the Selectmen needed to meet with Mr. Cuomo and Chief DiSalvo on July 29, 2015 to get more information to move forward. Ms. Carney suggested that a Police Officer needs to sit on Lower Troy Road to enforce with a warning and then ticket.

DISCUSS ABATEMENT REQUEST
Map 42, Lot 2-98

Ms. Favreau reported that she talked with Mark Stetson regarding the change made by Avitar prior to the Selectmen approving the abatement. Mr. Stetson stated that if the assessment was subjective Avitar would not change the assessment prior to the Selectmen reviewing but the change that they made was a data discrepancy because from the road it looked like a different building. The decision to change was because it was incorrect data and not subjective material.

Ms. Silverman made a motion to approve the Abatement Request made by Avitar for Map 42, Lot 2-98. Mr. Holman seconded.

Ms. Carney - Yes, Mr. Holman - Yes, Ms. Silverman - Yes. Approved – 3-0

REVIEW EMAIL FROM SUZANNE GRAY
Re: Economic Committee

Ms. Carney reviewed the email from Suzanne Gray. Ms. Gray suggested that the Economic Committee be disbanded as they no longer have enough active members to have a quorum. The two remaining members also suggested that the committee go on sabbatical until September to allow additional time to recruit new members. Mr. Holman asked if there was something the Selectmen could do to help them recruit members. Ms. Carney said the members have done a lot to make contact in Town to recruit new members and alternate members no longer need to live in town. Selectmen agreed that the Committee should come back together in September and asked Ms. Favreau to write to them asking how we could assist them. Ms. Silverman mentioned adding this to the newsletter.

DISCUSS PROCEDURE FOR LOT LINE ADJUSTMENT

Ms. Carney stated that this needed to go to the Planning Board as they determined that the Talbert's should pay for having the lot line adjustment.

Ms. Silverman made a motion to approve the lot line adjustment for the Talbert's and to waive all fees, including abutter fees and notifications by certified mail. Mr. Holman seconded.

Ms. Carney - Yes, Mr. Holman - Yes, Ms. Silverman - Yes. Approved – 3-0

Ms. Favreau would call the Talbert's and give them an update.

NON-PUBLIC SESSION – EMPLOYEE EVALUATION

At 7:50 p.m. Ms. Carney made a motion to go into non-public session under RSA 91-A:3 II(a). Mr. Holman seconded and the motion passed 3-0. Roll Call vote: Ms. Carney - Yes, Mr. Holman - Yes, Ms. Silverman - Yes.

At 7:54 p.m. Ms. Carney made a motion to leave non-public session. Ms. Silverman seconded and the motion passed 3-0. Roll Call vote: Ms. Carney - Yes, Mr. Holman - Yes, Ms. Silverman - Yes.

DISCUSS EMAIL POLICY

Ms. Silverman shared that the Selectmen needed to be careful of back and forth email discussions as this could be construed as a meeting. Ms. Carney asked Ms. Favreau to send a general notice to all boards in town stating that email is not for discussion. If discussion is needed then a meeting needed to be held. Mr. Holman wanted to make sure that all Selectmen receive copies of emails and not sent to just one.

Ms. Favreau shared that she doesn't forward all emails and said that if a specific Selectmen asked for an email it was forwarded. Ms. Favreau stated that it is too difficult to pick and choose what emails should go to Selectmen. She stated that she doesn't make decisions and this information is put in the folder for the Selectmen's information.

Ms. Silverman stated that she doesn't want to create more work to send emails that are redundant. Mr. Holman stated that it would be helpful to have an email re: ZBA so he knows to look for agenda. Ms. Silverman suggested that ZBA mail the meeting information to Mr. Holman.

Ms. Silverman asked Ms. Favreau if Selectmen could have a private section on the website that was accessed by a password. Ms. Carney wanted to make sure that no additional work would be put on Ms. Favreau. Mr. Favreau asked what kind of information was to be put on the website. The Selectmen discussion centered around action items – i.e. letter drafts, legal documents. Selectmen asked Ms. Favreau and Ms. White to discuss and come up with a solution. Ms. White suggested emailing a board packet to the Selectmen that contain their meeting information.

DISCUSS REQUEST TO REVIEW EMPLOYEE EVALUATIONS

Mr. Holman shared that he wanted to collect more information. Mr. Holman has heard from other area Selectmen that they have workshops and spend a day gathering information on what has happened.

Mr. Holman shared that Selectmen are responsible for only a few evaluations and stated that he hasn't seen many evaluations and asked why they haven't been shared with the Selectmen. Ms. Carney stated that evaluations are done for employees for pay and step increases. Mr. Holman asked about training and assessing and wouldn't that be done during an evaluation. Mr. Holman mentioned land use and Ms. Carney shared that some departments only do evaluations every 2 years. Ms. Favreau stated that evaluations are sporadic and it is up to Department Heads to submit. Mr. Holman suggested having a check list that contained an inventory of employee's skills sets so that they could be shared. Ms. Silverman shared that she didn't think it was up to the Selectmen to manage other departments and shared a list of goals is shown at budget season. Mr. Holman stated that he wanted an on-going inventory of skill sets to help coach employees. Ms. Carney stated that she understood what Mr. Holman has said but feels it is not the Selectmen's job to micromanage other departments. Mr. Holman shared that employees getting feedback is important. Mr. Holman wanted to know where the Selectmen are at with evaluations for other departments and that it is important to get a better understanding of where we are at. Ms. Carney suggested reminding Department Heads to share goals in their evaluations and that the Selectmen do evaluations and goals for those employees that they supervise. Mr. Holman stated that it is important that all employees have an annual review and stated goals. Ms. Carney said that she would look at other towns to see how employee evaluations are handled for both regular and contracted employees.

Ms. Carney shared that asking volunteers about their goals could be helpful and that this was a great conversation piece. Ms. Carney would like a letter sent to Department Heads in the next couple of weeks asking about evaluation and goals especially helpful for budget planning. Mr. Favreau shared that evaluations are submitted the beginning of January as it is easier to keep track of. Mr. Holman asked about moving evaluations up to September. Ms. Carney stated that Department Heads put it in their budgets.

Mr. Holman asked for a vote so he can look at prior evaluations.

Mr. Holman made a motion to look at employee evaluations for current positions. There being no second the motion did not pass.

Ms. Silverman stated that the focus should be on current employees. Mr. Holman felt that this information not being provided is sad and that it is important for the Selectmen to set the bar high for our employees and be a role model for contractors. Best management practices for highway personnel and that part of understanding employees that we manage and how they manage.

Ms. Carney stated that this would be discussed again at a later date.

REVIEW:

VARIOUS COMMITTEE MINUTES

Conservation Commission - Ms. Carney reviewed a letter from Amanda Exel who stated that she is currently unable to attend Conservation Commission meetings but would like to remain on the committee. Ms. Favreau confirmed committee positions and stated that Ms. Exel's term expired in 2015

Ms. Silverman made a motion to reappoint Ms. Exel to the Conservation Committee. Mr. Holman seconded. Ms. Carney - Yes, Mr. Holman - Yes, Ms. Silverman - Yes. Approved – 3-0

Substation Noise Complaint - Susan Silverman asked Ms. Favreau to get the minutes of the Selectmen's meeting with John Norton, EverSource (PSNH) representative, Chris Howell, Allison McLean, Mr. & Mrs. Pinney and Mr. & Mrs. Ford. EverSource is stating that the Selectmen approved a 20 decibel level at the substation. Ms. Favreau reviewed the minutes of October 27, 2014 and stated that the Selectmen never approved that. Ms. Favreau stated the minutes reflect that 20 decibels was a target and hoping to get 15 decibels. Mr. Holman shared that the transformer came in and Ms. Carney stated that it is just sitting on the site and no approval for setting it up. Ms. Silverman shared that Mrs. Pinney is devastated but feels that the

Town is helping them but EverSource is not. Ms. Silverman requested that Mr. & Mrs. Pinney and Mr. & Mrs. Ford receive a copy of the October 27, 2014 Minutes.

Cell Phone for Chief DiSalvo - Ms. Carney asked if Chief DiSalvo had submitted additional information regarding a smart phone. Ms. Favreau reported that he is looking at options and costs. The Selectmen discussed usage and need.

Hours for the Town Clerk's Office - Mr. Holman asked about the Town Clerk's hours and stated that the salary was approved at the Town meeting. Mr. Holman asked Ms. Favreau to contact Jill Collins, Town Administrator for Hinsdale, to talk about how their Town handled a similar situation. Mr. Holman stated that this needs to be discussed at budget season.

Posting Information on Town's Website – Ms. Favreau asked if the car show flyer could be put on the website and that it is a Police Association event. Ms. Favreau said that there is a calendar on the Town's website. The Selectmen agreed that it was appropriate to post on the Town's website calendar. Mr. Holman asked that if it is an association event could we put a link and post on our website. Ms. Carney said that it would leave out nonprofits that don't have an association for us to post.

Ms. Silverman asked about the Town newsletter event calendar and could these events be added to that calendar. Mr. Holman mentioned a monthly calendar and an annual calendar.

Coalition Meeting Update – Ms. Silverman shared that at the Coalition meeting, they met with Senator Jeanne Shaheen who listened to their concerns but wouldn't take a stand because she said there was a federal process already in place. Ms. Silverman shared that small towns are facing similar concerns, and one town has a compressor station near an elementary school. Mr. Holman shared that Ms. Silverman was very good about trying to get a response from Senator Shaheen. Ms. Silverman reported that Senator Kelly Ayotte and Governor Maggie Hassan have taken money from Kinder Morgan. Kinder Morgan is trying to buy influence from everyone. Ms. Silverman also reported that our attorney was in attendance and said very little at the meeting. The message from the Coalition is to slow this down so an alternative can be examined. The Coalition's next step is to do more letter writing and trying to get other politicians to step up.

Ms. Silverman suggested that we pull together as a group of towns. Ms. Favreau would send a copy of the letter to Richmond and Rindge, thus helping us to build bridges in other municipalities.

TASK FORCE – Ms. Silverman stated that the Selectmen needed to appoint Task Force members for Donna Hill and supply them with information.

Ms. Silverman made a motion to adjourn the meeting at 9:05 p.m. Chris Holman seconded and the motion passed. 3-0

Submitted by:

Sheryl White
Secretary to the Board of Selectmen

Nancy Carney, Chairman

Chris Holman

Susan Silverman
Board of Selectmen